

OVER STOWEY
PARISH COUNCIL

OVER STOWEY PARISH COUNCIL MEETING
Minutes of the Annual Meeting of the Parish Council held on
May 11th 2022

**Please note that these minutes are draft until approved
at the June 2022 meeting**

Present: Parish Councillor

K. Barrow
P. Tully
T. Lindley
B. Bartlett
R. Curtis
G. Goddard
D. Peaster

County/District Councillor

J. Pay (left at 8.00pm)

1. Acceptance of Office Forms:

All re-elected councillors signed the above in the presence of the Clerk prior to the meeting starting

2. Election of Chairman and Chairman's Acceptance of Office

Cllr Barrow stated that he would be standing down as the Chairman and asked if anyone would like to nominate themselves or another.

Cllr Goddard nominated Cllr Tully who stated that he was willing to stand. There were no other nominations and it was proposed that Cllr Tully should undertake the role.

Proposed: Cllr Goddard **Seconded:** Cllr Curtis

This was resolved unanimously. Cllr Barrow stepped down as Chairman and Cllr Tully was duly elected as the Chairman. The Acceptance of Office was signed and Cllr Tully moved on to the next item

3. Election of Vice-Chairman and Vice-Chairmans Acceptance of Office

Cllr Bartlett nominated Cllr Barrow for the position of Vice-Chairman who stated he was willing to stand. There were no other nominations and it was proposed that Cllr Barrow should undertake the role.

Proposed: Cllr Bartlett **Seconded:** Cllr Peaster.

This was resolved unanimously and Cllr Barrow was duly elected as the Vice-Chairman. The Acceptance of Office was signed.

Cllr Tully then made his apologies as he was required elsewhere and Cllr Barrow took the Chair for the remainder of the meeting.

4. To receive any apologies for non-attendance

Cllr Caswell and Cllr Bolt

No members of the public were in attendance

5. To agree representatives for the following groups:

- a. Forestry - Cllr Bartlett
- b. Planning - Cllrs Peaster, Tully and Lindley
- c. Village Hall and Recreation Ground Committee - Cllrs Tully and Barrow
- d. Footpaths and Bridleways - Cllr Goddard
- e. Finance and Personnel - Cllr Goddard
- f. Representative for Hinkley Point A and B Forum - Cllr Curtis

6. Declarations of Members Interests in Respect of Items on the Agenda:

None were declared

7. Minutes of the meeting of the Parish Council held on April 20th 2022

Proposed: Cllr Bartlett

Seconded: Cllr Curtis

8. Correspondence:

The Clerk has received a phone call from a local resident asking if it would be possible to place a memorial bench in the new area of the cemetery.

Councillors will assess the space available and this will be discussed further at the Extraordinary General Meeting due to be held on Wednesday 18th May 2022.

9. Items for Discussion:

a. Local elections 2022

These have now concluded with all seven previous councillors being elected as the nominations for Over Stowey Parish Council were uncontested.

Cllrs Caswell and Bolt were elected as the Somerset County Councillors for the Cannington division. Further information can be found at:

[Sedgemoor District Council – Elections 2022](#)

b. New Somerset

The Clerk attended the fortnightly online briefing. The following points were covered:

- Programme remains on track, with a focus on the delivery of products, which will lead to a safe and legal functioning authority
- Tasks being undertaken include; simplification of engaging with the public and communities, establishment of LCNs (local community networks) and establishing which assets and services can be devolved to communities
- With the new administration there may be changes regarding delivery, but the commitment to deliver is still there
- Induction sessions with Cllr's regarding the LGR (local government reorganisation) will be taking place
- Discussions underway regarding the role and function of the Advisory Board going forward and how to engage more effectively with Town and Parish Councils

- The Programme is to be presented to Cabinet/Executive on the 15th June – to highlight programme approach, strategic objectives and updated implementation plan

LCN Update:

- Now the elections are over, work will increase and May will be a busy month
- Hoping to have the Highway Steward in place within the pilot in Exmoor
- Southeast Somerset pilot having their launch and planning day on the 19th May
- Frome meeting in May to review and take stock on what are the priorities and action planning regarding these
- Working with SPARK - on plans to ensure voluntary sector is involved in LCNs
- New Members - will need conversations and consideration around geographies of LCN's to outline work on options and explain the approach and rationale
- Appointment of LCN Development Lead imminent
- Still working on Governance with colleagues

It is still not known how many LCN's there will be – likely to be between 13 and 20. Need to be of a scale that can work together.

Consistency of information to councillors is important and it was asked how this can be achieved. A pack is being produced and will be circulated to Town and Parish Councils once finalised.

Town and Parish Councils were asked - what are the sorts of things Town & Parish Councils would like to know about the programme to ensure they are up to speed with how the programme is developing?

If *anyone* in the community has any questions, please contact the Clerk who will forward these to the programme leaders.

c. **Review and consider adoption of new Code of Conduct**

The document had been circulated to all councillors prior to the meeting for review. It was proposed that the new Code of Conduct be adopted.

Proposed: Cllr Lindley **Seconded:** Cllr Peaster

d. **Queens Platinum Jubilee event**

- The event will take place on Friday 3rd June at Over Stowey Cricket Ground between 12.00pm and 5.00pm.
- Reminder letters are being sent out to residents to establish numbers of attendees
- The commemorative glasses have been received
- Local ales have been ordered
- The Clerk had sourced one company that are able to arrange delivery of dumpy bins and collect the waste after the event. However, the cost was

too high and it was agreed that the Organisers and Parish Council will take on this task themselves. Cllr Goddard has agreed to supply six dumpy bags

e. Cemetery garden waste – non-collection

The garden waste collection from the cemetery has not taken place since March 2021 as the address is not recognised on the online portal at Suez (the waste collection company). The Clerk has passed on the email trail to Suez to Cllr Caswell for him to follow up and report back. As Cllr Caswell was not at the meeting, this was deferred to the EGM due on Wednesday 18th May 2022.

f. Highways issues

i. Drainage Issues:

- Adcombe Lane – the area opposite the new culvert has been re-done and re-seeded, however vehicles have driven over this and have un-done the work. The Clerk will inform the Highways Department
- Friarn – Forestry England have been in contact and are planning to clear the ditches in June (date tbc). The Clerk will contact the resident affected by the work to inform them of this
- Aley – Highways have scheduled the work, but there is no date set as to when this will take place

ii. Signage at Plainsfield:

The Highways Department have responded saying that they have no objection in principle to the request for road signs for Plainsfield but would need to undertake a site visit to ascertain suitable locations. If this is possible the Parish Council would consider funding the cost for one sign if the residents could pay for the sign on the other side of the hamlet. The Clerk will contact Highways and the resident in Plainsfield to inform them of this and arrange a site visit. An update will be made at the June 2022 meeting.

- iii. Cattle grids – two cattle grids within the parish are full and livestock can now walk over them, causing safety issues to both animals and people. Highways have informed landowners that the clearing of them is not a priority. The Clerk will contact Cllr Caswell to follow this up as a matter of urgency before an accident occurs

g. Potential parish projects

- i. Car park – there are no updates as yet. Communications with the relevant parties will take place in June
- ii. Recreation ground – provision of electricity for maintenance and events purposes and for the MUGA. It was proposed that the Parish Council contribute 50% of the cost of the installation which is expected to be approximately £500 (Parish Council contribution)
Proposed: Cllr Curtis **Seconded:** Cllr Goddard
- iii. Village Hall storage shed – still to be confirmed

- iv. Toddler Group (Church Centre Nether Stowey)
A request from the Baby/Toddler Group (the Nether Stowey Church Centre group) for a donation towards equipment will be submitted to the Parish Council soon

10. Matters Arising for the Agenda for the June 2022 meeting:

- Contact contractor for date when the re-levelling of the cemetery will take place
- Review and sign off of the Annual Governance and Accountability Return

11. Planning – no planning applications received

12. Personnel - There were no personnel matters to be discussed

13. Financial Matters:

- a. Confirm appointment of internal auditor – this has been agreed and the Clerk will be meeting with them on Monday 23rd May 2022

b. Asset register review

The document has been updated to include the dog waste bins and was signed off by the Chairman and Clerk

- c. **Financial report for 2021/2022** – a summary of the financial year 2021/2022 can be viewed on the [Over Stowey Parish Council](#) website or please contact the Clerk for a paper copy

d. Payments

i. Clerk's wages May 2022	288.40
ii. Village Hall hire	220.00
iii. Zurich – annual insurance renewal	337.74
iv. HP Ink subscription (April 2022)	9.99
v. Mobile phone contract D/D April 2022	<u>22.95</u>

TOTAL

£879.08

Proposed: Cllr Curtis

Seconded: Cllr Lindley

14. Date of next meeting:

Wednesday 18th May 2022 at 7.00pm – Annual Parish Meeting

Wednesday 18th May 2022 at 7.45pm – Extraordinary General Meeting

Wednesday 15th June 2022 at 7.00pm – Monthly meeting

All at Over Stowey Village Hall

There being no other business the meeting adjourned at 8.15pm

Amanda McMurren - Clerk to Over Stowey Parish Council

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Signed:

Dated: